

COLL. CAT

al

WS  
28  
AM5  
D4C5

ARTICLES OF INCORPORATION

AND

BY-LAWS

OF THE

CHILDREN'S FREE HOSPITAL

ASSOCIATION.

---

INCORPORATED JANUARY 5th, 1887.

---

DETROIT, MICH.

1891.

JUN 27 1962



# ARTICLES OF INCORPORATION

AND

## BY-LAWS

OF THE

# CHILDREN'S FREE HOSPITAL

## ASSOCIATION.

---

INCORPORATED JANUARY 5th, 1887.

---

*DETROIT, MICH.*

1891.



WINN & HAMMOND

DETROIT.



ARTICLES OF INCORPORATION  
AND  
BY-LAWS  
OF THE  
CHILDREN'S FREE HOSPITAL  
ASSOCIATION.

---

THE UNDERSIGNED, residents of Detroit, Michigan, desire to become incorporated for charitable purposes under the laws of said State, and to that end hereby execute the following

ARTICLES OF ASSOCIATION:

I.

THE NAME of said corporation is "The Children's Free Hospital Association." Its place of business, and where its office for the transaction thereof is located, is the City of Detroit, Wayne County, Michigan. The period for which it is incorporated is thirty (30) years from the date hereof.

## II.

THE OBJECT for which this corporation is organized is to care and provide for sick and suffering children, under twelve (12) years of age, whose parents or friends may be unable or unwilling to provide for them, and to furnish such medical and surgical aid as they may require. This corporation is to be forever non-sectarian in character.

## III.

THE TRUSTEES of the corporation shall be fifteen in number, of whom not more than four shall at any time be members of the same religious denomination. At the first annual meeting five of said trustees shall be chosen to serve for one year; five for two years, and five for three years, and thereafter five trustees shall be elected at each annual meeting, to serve for the period of three years.

THE OFFICERS of the corporation shall consist of a President, Vice-President, Secretary, Treasurer and Purveyor, who shall be elected by the trustees by ballot. The annual meeting of said corporation shall be held at the office thereof, in the City of Detroit, Wayne County, Michigan, on the third Wednesday of January in each year.

## IV.

THE TERMS and conditions of membership of said corporation shall be as follows:

Any person may become a life member who shall contribute or pay to said corporation the sum of one hundred dollars (\$100), or upwards. And any person who shall contribute or pay annually one dollar to said corporation, shall be a member thereof, but said membership shall continue only so long as such annual payments shall be made.

IN WITNESS WHEREOF, we, the parties hereby associating for the purpose of giving legal effect to these articles, hereunto sign our names and our place of residence, this 29th day of December, in the year 1886.

[Signed.]	MRS. H. B. LEDYARD,	Detroit.
	MRS. F. W. HAYES,	"
	MRS. E. J. BUHL,	"
	IRENE W. CHITTENDEN,	"
	ELIZABETH C. DEVENDORF,	"
	MRS. SADIE HEAVENRICH,	"
	MARY E. PATTERSON,	"
	JENNIE S. JEROME,	"
	ELLA H. V. WENDELL,	"
	ISABELLA S. CLARK,	"
	FLORENCE HOLT,	"
	SHARLIE KELLEY,	"
	ELLA B. SWIFT,	"
	ANNIE STEVENS,	"
	MRS. T. R. ADAMS,	"
	MRS. F. H. WALKER,	"

STATE OF MICHIGAN, }  
COUNTY OF WAYNE. } ss.

On this 29th day of December, in the year 1886, before me, a Notary Public in and for said county, personally appeared:

JENNIE S. JEROME,  
SADIE HEAVENRICH,  
MARY E. PATTERSON,  
ELIA H. V. WENDELL,  
ISABELLA P. CLARK,  
FLORENCE HOLT,  
SHARLIE KELLEY,  
ELLA B. SWIFT,

IRENE W. CHITTENDEN,  
MRS. H. B. LEDYARD,  
MRS. N. E. HAYES,  
MRS. E. J. BUHL,  
ELIZABETH C. DEVENDORF,  
ANNIE STEVENS,  
MRS. T. K. ADAMS,  
MRS. F. H. WALKER,

known to me to be the persons named in and who executed the foregoing instrument, and severally acknowledged that they executed the same freely and for the interests and purposes therein mentioned.

[Signed.]

THOMAS T. LEETE, JR.,  
*Notary Public, Wayne County, Mich.*

## ORDER OF BUSINESS.

---

1. Reading of the Minutes of the last meeting.
2. Secretary and Treasurer's Report.
3. Reports of Committees.
4. Unfinished Business.
5. New and Miscellaneous Business.
6. Adjournment.



## BY-LAWS.

---

### I.

THE OFFICERS of the Association and an Executive Committee of seven shall be elected by the Trustees, at the annual meeting, and shall hold their offices for one year, or until their successors are chosen. The President, Recording Secretary, Corresponding Secretary and Purveyor shall be members of the Executive Committee.

### II.

THE PRESIDENT shall have a general supervision of the affairs of the corporation, and shall conduct all meetings of the Association; in her absence the Vice-President shall preside; and all the meetings shall be governed by the usual parliamentary rules.

### III.

THE RECORDING SECRETARY shall keep the records of the Association, shall keep full minutes of all the meetings of the Association; she shall also be the Secretary of the Executive Committee, and keep a careful record of all its proceedings.

THE CORRESPONDING SECRETARY shall conduct the correspondence of the Association and issue notices of all meetings.

## IV.

The Treasurer shall be the financial agent of the Association, and shall receive all the moneys of the Association, and disburse the same in payment of bills approved by the Executive Committee. He shall carefully keep books, showing all such receipts and disbursements, and shall at each annual meeting present a full statement of the transactions of the previous year. Before entering upon the duties of his office, the Treasurer shall give bonds in such sum and in such conditions as shall be required by the Board of Trustees.

## V.

The Executive Committee is charged with the general management of the affairs of the Association, twice intervals between the meetings of the Board of Trustees, and shall meet every Wednesday morning, subject to the general directions of said Board. They are vested with discretionary power for the protection and improvement of the property and interests of the Association, but they are not allowed to contract any obligation involving the expenditure of more than \$250, without the consent of the Board.

They shall see to the care of the cleanliness of the wards and beds, and look into the general comfort of the Hospital.

At the monthly meeting of the Association the members shall be chosen to carry with this committee during the ensuing month. The Recording Secretary shall make a monthly report to the Board, noting anything of interest.

## VI.

THE PURCHASER shall be purchasing agent of the Association and under the general direction of the Executive Committee shall purchase and provide with articles as may be necessary for the Hospital. He shall attend to all necessary expenses of the house.

## VII.

THE MAINTENANCE COMMITTEE shall consist of one member, who shall be appointed every month by the Board to purchase the daily supplies. He shall visit the Hospital as often as necessary to see that the affairs are conducted with prudence, order and economy. A book, containing the purchases of each month, with the items and price specified, shall be kept by the Committee, and handed to his successor as a guide and aid. He shall meet with the Executive Committee, making his report at the regular monthly meeting of the Association.

CHILDREN'S FREE HOSPITAL ASSOCIATION.

11

VIII.

THE WORK COMMITTEE shall consist of not less than seven members, who shall be appointed by the Board. It shall be their duty to procure suitable clothing for the children and supply the Hospital with linen and furniture.

IX.

A FINANCE COMMITTEE, which shall consist of not less than seven members, shall be appointed annually by the President. It shall be the duty of this committee to collect such money and donations as shall be necessary for the expenses and maintenance of the Hospital.

X.

THE SUPERINTENDENT shall be the Executive Officer of the Hospital and shall have charge of the Hospital and its property and shall see that the resolutions of the Board, the Treasurer and of the Finance Committee are carried into effect.

He shall keep or cause to be kept, by the inspection of the Board of Trustees, a record of the names of patients with their ages, the day of admission and of their discharge or death.

He shall keep an inventory of all furniture and other property belonging to the Hospital, and shall

make a quarterly report of articles injured, destroyed, or missing.

4. She shall keep a donation book, in which to record all gifts to the Institution, the names and addresses of the donors, and report the same monthly to the Board; also, a cash book, recording all money received and paid out.

5. She shall provide the diet of patients, as may be directed by the Physicians and Surgeons, and for the persons employed shall furnish such provisions as the Executive Committee may direct.

6. She shall daily visit and inspect the wards, kitchen, laundry, and all other departments of the institution.

7. She shall hire and dismiss all the servants employed in and about the Hospital. No employee shall leave the Hospital without permission granted by her authority.

8. She shall not leave the Hospital without leaving some proper person in charge, or be absent over 24 hours, without notifying the President of the Board of Managers or Chief of Staff.

9. On the death of a patient, the Superintendent shall cause the name and time of the decease of such patient to be entered in the register, the body to be conveyed, as soon as conveniently may be, to the

Morgue, and there safely held for delivery to the undertaker, or to the friends of deceased for interment, and she shall be responsible for the execution of this duty.

(ii.) She shall have the oversight of each department of the Hospital, and see the respective duties of each one properly administered.

(ii.) She shall have supervision and control of the Nurses and their work, and shall be held responsible for the proper performance of the same. She shall also be required to instruct the Nurses in the proper care, nursing and feeding of sick children, under the direction of the visiting staff.

(2.) She shall perform such other duties as the Board of Trustees, from time to time, may direct, or which the Medical Board, with the approbation of the Executive Committee may request.

## XI.

THE MEDICAL AND SURGICAL STAFF of the Hospital shall be appointed by the Trustees of the Association, and in case of vacancies, or in case of necessary increase in the number of the Staff, such vacancies shall be filled, or such additional appointments shall be made by the Trustees upon recommendations of the members of the Staff.

## XII.

THE HOUSE STAFF shall be appointed by the Board of Trustees, upon the recommendation of the Visiting Staff, and shall be subject to the rules and regulations laid down for their guidance by the Visiting Staff, as well as all rules and regulations of the Hospital.

## XIII.

AN ADVISORY BOARD of fifteen gentlemen, four of whom shall be physicians, shall be chosen at the annual meeting, for counsel relating to business matters.

## XIV.

THE REGULAR MEETING MEETING of the Association shall be held on the last Wednesday in each month, unless otherwise ordered. Nine members shall constitute a quorum. A majority of the Trustees shall be a quorum to transact any business coming before them. Special meetings may be called at any time by the President or Secretary, at the request of any three members. Notice of annual meeting to be published two weeks previous to said meeting:

## XV.

THESE BY-LAWS may be altered or amended at any meeting of the members of the Association, provided

called, by a two-third vote of all present; provided, notice of the proposed alteration or amendment be given with the notice of the meeting. Any of these By-Laws may be temporarily suspended by a unanimous vote of those present.







